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**COUNTY OF LOS ANGELES  
DEPARTMENT OF AUDITOR-CONTROLLER**

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April 6, 2015

TO: Audit Committee

FROM: John Naimo  
Auditor-Controller

SUBJECT: **SUNSET REVIEW FOR THE LOS ANGELES COUNTY PUBLIC  
HEALTH COMMISSION**

**RECOMMENDATION**

The Audit Committee recommend to the Board of Supervisors (Board) to extend the Los Angeles County Public Health Commission's (Commission) sunset review date to December 1, 2018.

**BACKGROUND**

The Board created the Commission pursuant to Chapter 3.54 of the Los Angeles County Code. The Board approved the most recent sunset review extension in December 2010.

The Commission studies, advises, reports, and makes recommendations to the Board and to the Director of the Department of Public Health (DPH or Department) on matters of public health under the jurisdiction of Los Angeles County (County), including cities within the County under DPH's jurisdiction.

The Commission is comprised of five members, one appointed by each Supervisor, representing the fields of medicine, education, business, a woman's group, and/or municipal government. The Commission generally meets twice each month, and members receive a \$25 stipend for each meeting attended, not to exceed \$300 per member annually. In addition, members receive reimbursement for Commission-related travel expenses, such as transportation, meals, and lodging. DPH provides the Commission with necessary staff support. DPH indicated that Commission

expenditures totaled approximately \$108,600 for staff support, parking fees, and stipends for Fiscal Year 2013-14.

## **JUSTIFICATION**

From March 2011 to September 2014, the Commission met 57 times or 71% of the number of meetings specified in its Bylaws, with an average meeting attendance of 2.9 (69%) members. Beginning January 2015, meetings will be held once a month. DPH will be amending the Commission's Bylaws to reflect this change.

During this review period, the Commission's reported accomplishments included:

- Recommending Veterinary Public Health's dog bite follow-up procedures, and evidence-based rabies practice, protocol, and procedure. As a result, the program improved its efficiency and effectiveness by identifying better use of scarce Veterinary Public Health resources.
- Monitoring DPH's water quality testing activities, including reviewing quarterly reports, which are used as a safety measure to help protect the water quality in the County, and protect residents from dangerous chemicals. The Commission continues to review these quarterly reports.
- Working with DPH and its stakeholders to monitor, treat, and prevent further spread of a tuberculosis outbreak within the homeless community.
- Responding to concerns regarding the Department's Health Facilities Inspection Division's (HFID) role in addressing the issue of nursing homes not complying with patients' end-of-life directives, specifically place of death (i.e. nursing home, hospital, etc.). Per the recommendation of the Commission, the HFID will be drafting a policy interpretation document to address this issue, and enhance each home's understanding and compliance with existing federal and State of California (State) policies.
- Recommending DPH to identify and study organizational and operational improvements to enhance the HFID. As a result, DPH changed the HFID's organizational structure, strengthened policies and procedures, enhanced training for HFID managers and staff, sought additional program funding from the State, etc.

The Commission's objectives for the coming period are to:

- Provide input on the proposed consolidation of the Department of Health Services, Department of Mental Health, and DPH, as requested by the Board at their meeting on January 13, 2015.

- Assist DPH with further assessment of whether the Department should renew its health facility licensing and certification services contract with the California Department of Public Health.
- Assist DPH with developing and securing funding for the Public Health Centers of Excellence, which will offer disease control and prevention, environmental health, and other public health programs in areas of the County with the most need.
- Assist DPH with identification of grant opportunities that are aligned with the Department's strategic initiatives, and advocate for Board support of these opportunities.
- Assist DPH in formulating targeted marketing concepts to promote and highlight the programs and services that the Department provides, and DPH's critical role in building healthier communities.

If you have any questions please call me, or your staff may contact Robert Smythe at (213) 253-0100.

JN:AB:RS

Attachment

c: Carrie A. Brumfield, Chief of Staff, Department of Public Health  
Jean G. Champommier, Ph.D., Chair, Public Health Commission  
Carmen Gutierrez, Chief, Board Operations  
Twila P. Kerr, Chief, Commission Services

**COMMISSION SUNSET REVIEW**  
**LOS ANGELES COUNTY PUBLIC HEALTH COMMISSION**  
**REVIEW COMMENTS**

**Mission.** Does the mission statement agree with the Board of Supervisors' (Board) purpose and expectations?

The stated mission agrees with the Los Angeles County (County) Public Health Commission's (Commission) duties specified in the County Code. **CONCUR.**

**Section 1. Relevance.** Is the mission still relevant and in agreement with the Board's purpose and expectations?

The Commission studies, advises, reports, and makes recommendations to the Board and to the Director of the Department of Public Health (DPH or Department) on matters of public health under DPH's jurisdiction within the County, including cities within the County.

The Commission's mission appears to be **RELEVANT.**

**Section 2. Meetings and Attendance.** Are required meetings held and is attendance satisfactory?

The Commission generally meets twice each month. From March 2011 to September 2014, the Commission met 57 times or 71% of the number of meetings specified in its Bylaws, with an average meeting attendance of 2.9 (69%) members. Beginning January 2015, meetings will be held once each month. DPH will be amending the Commission's Bylaws to reflect this change.

The Commission's meeting frequency and attendance are **SATISFACTORY.**

**Sections 3 and 4. Accomplishments and Results.** Are listed accomplishments and results significant?

During the review period, the Commission's reported accomplishments included:

- Recommending Veterinary Public Health's dog bite follow-up procedures, and evidence-based rabies practice, protocol, and procedure. As a result, the program improved its efficiency and effectiveness by identifying better use of scarce Veterinary Public Health resources.
- Monitoring DPH's water quality testing activities, including reviewing quarterly reports, which are used as a safety measure to help protect the water quality

in the County, and protect residents from dangerous chemicals. The Commission continues to review these quarterly reports.

- Working with DPH and its stakeholders to monitor, treat, and prevent further spread of a tuberculosis outbreak within the homeless community.
- Responding to concerns regarding the Department's Health Facilities Inspection Division's (HFID) role in addressing the issue of nursing homes not complying with patients' end-of-life directives, specifically place of death (i.e. nursing home, hospital, etc.). Per the recommendation of the Commission, the HFID will be drafting a policy interpretation document to address this issue, and enhance each home's understanding and compliance with existing federal and State of California (State) policies.
- Recommending DPH to identify and study organizational and operational improvements to enhance the HFID. As a result, DPH changed the HFID's organizational structure, strengthened policies and procedures, enhanced training for HFID managers and staff, sought additional program funding from the State, etc.

The Commission's accomplishments and results are **SIGNIFICANT**.

**Section 5. Objectives.** Are the objectives compatible with the mission and goals and relevant within the current County environment?

The Commission's objectives for the coming period are to:

- Provide input on the proposed consolidation of the Department of Health Services, Department of Mental Health, and DPH, as requested by the Board at their meeting on January 13, 2015.
- Assist DPH with further assessment of whether the Department should renew its health facility licensing and certification services contract with the California Department of Public Health.
- Assist DPH with developing and securing funding for the Public Health Centers of Excellence, which will offer disease control and prevention, environmental health, and other public health programs in areas of the County with the most need.
- Assist DPH with identification of grant opportunities that are aligned with the Department's strategic initiatives, and advocate for Board support of these opportunities.

- Assist DPH in formulating targeted marketing concepts to promote and highlight the programs and services that the Department provides, and DPH's critical role in building healthier communities.

The Commission's future objectives appear **RELEVANT**.

**Section 6. Resources.** Are the resources utilized by the entity in support of the entity's activities warranted in terms of the accomplishments and results?

Commission members receive a \$25 stipend for each meeting attended, not to exceed \$300 per member annually. In addition, members receive reimbursement for Commission-related travel expenses, such as transportation, meals, and lodging. DPH provides the Commission with necessary staff support. DPH indicated that Commission expenditures totaled approximately \$108,600 for staff support, parking fees, and stipends for Fiscal Year 2013-14.

The Commission's expenses appear to be **WARRANTED**.

**Section 7. Recommendation.**

**EXTEND THE SUNSET REVIEW DATE FOR THE LOS ANGELES COUNTY PUBLIC HEALTH COMMISSION TO DECEMBER 1, 2018.**